

APPROVED MINUTES

**VILLAGE OF ANTIOCH
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE
Municipal Building: 874 Main Street, Antioch, IL
November 16, 2016**

I. CALL TO ORDER

Mayor Hanson called the November 16, 2016 Committee of the Whole meeting of the Board of Trustees to order at 7:02 pm in the Municipal Building: 874 Main Street, Antioch, IL.

II. PLEDGE OF ALLEGIANCE

The Mayor and Board of Trustees led the Pledge of Allegiance.

III. ROLL CALL

Roll call indicated the following Trustees were present: Macek, Poulos, Jozwiak, Pierce and Johnson. Also present were Mayor Hanson, Attorney Long, Administrator Keim and Clerk Romine. Absent: Trustee Dominiak.

IV. ABSENT TRUSTEES WISHING TO ATTEND REMOTELY

There were no trustees wishing to attend remotely.

V. REGULAR BUSINESS

1. Discussion regarding a Resolution acknowledging the vote of the people and directing the Administrator to work with the Antioch First Fire District to wind down the affairs of the Village Fire Department – Fire District Attorney Dan Venturi discussed the recent approval of a referendum annexing the Village of Antioch into the First Fire Protection District. He provided an overview of operations, the unified vision, and the composition of the appointed and elected boards. He said the next step is to figure out how to wind down the partnership, including licenses, joint assets, and other necessary transfers. The proposed Resolution eliminates repeated board approval for the transition. Mayor Hanson clarified that leased capital equipment will be transferred.

Trustee Poulos asked when the positions would be up for election. Attorney Venturi said they will all be on the April ballot for election. Attorney Venturi said he expects the wind down to take until May. Attorney Long added that the transfer of licenses is something that will take time, and cannot be done quickly.

Those present discussed the timing of taxes, levy, and when revenue will be received. They further discussed the chief position, and operations under the IGA until that time.

Attorney Venturi commended the board on their support for the referendum.

2. General Liability Insurance Renewal – Administrator Keim introduced Mr. Bob McWeeney of Arthur J. Gallagher Risk Management Associates, who presented the renewal for 2017 which represented an increase of 5 percent over last year's cost.

Mr. McWeeney reviewed the proposal, including the loss history, increased exposure, and overall rate increase. He discussed carriers approached in the market, and the recommended quotes from those carriers. Mr. McWeeney reviewed all lines of coverage including property, automobile, general liability, umbrella coverage and other coverages. Those present discussed exclusions, and

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Village possession of chemicals, which may be covered by a stand alone policy. Mr. McWeeney discussed the reduction in liability and exposure of the fire equipment and vehicles.

Those present discussed safety programs and assistance from the work comp carrier in reducing those claims.

Trustee Macek will email his questions to Clerk Romine for distribution to the board once they are answered. Administrator Keim stated that the administration takes employee safety very seriously, and looks closely and monitors each claim to ensure the safety of employees. Attorney Long mentioned PEDA and PSEBA benefits, and asked Mr. McWeeney to research coverages in those areas.

3. Discussion regarding an ordinance amending BYOB license requirements – Clerk Romine presented the request from a downtown building owner who would like to lease their property to an art studio interested in allowing BYOB during their classes. Trustees discussed the potential for regulation, and the liability involved. Those present agreed to direct the attorney to draft an ordinance to license BYOB.

4. Financial Analysis of Enterprise Fund – Administrator Keim provided an overview of the Water and Sewer Enterprise Fund, which is defined as a user pays fund. Costs to operate, maintain, service and provide water utilities should be paid for by the users of that fund. He indicated that the current ordinance automates an annual increase of 3%. He discussed the infrastructure involved, and presented the costs to maintain and operate the system. Administrator Keim spoke about infiltration and inflow (INI) and the future costs associated to mitigate INI in the Village as a capital infrastructure expense. Administrator Keim thanked Finance Director McCarthy for her work on the report. He reviewed the cash & investments contained in the report as well as reserves. He explained that the Village is in a position at this time to start funding capital and build reserves as a result of the increase in rates over the years.

Administrator Keim discussed involvement of determining additional flow, and funding of repairs to water mains, lift stations, and other infrastructure associated with the enterprise fund. Based on the rate system established today, there is the opportunity to fund reserves and repair infrastructure on an established schedule similar to the road program. Trustees discussed debt service, including the IEPA loan for the treatment plant. Administrator Keim stated the first budgeted items would be used to build baselines and assessments of the infrastructure. Staff recommends the annual rate increases continue to produce enough revenues to operate and maintain the system, and fund reserves and capital.

Trustee Pierce asked that the board review the report annually and determine if increases are needed after review. Administrator Keim said that the report validates the current rates and shows that the increase is doing what it's supposed to do. Trustee Poulos expressed concern in abating any rate increase based on history that rates needed to be increased after a number of years with no increase. Mayor Hanson suggested getting this information out to the public so that they can understand where the funds are used. Administrator Keim invited the board to speak to him individually, and go over the report in greater depth. Staff recommends to leave the rate increase as is. Those present agreed to maintain the rate increase as recommended by staff. Trustee Pierce believes in the rate increase but does not believe it should be automatic. Mayor Hanson suggested a review in June or July before the increase is imposed in order to validate the increase.

VI. OTHER BUSINESS

Trustee Pierce thanked Chief Cokfair for the annual appreciation dinner and asked him to forward a list of awardees to the Village Board.

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Mayor Hanson discussed the 125th anniversary of the Village next year, and presented the logo created by the 125th committee for the marketing materials.

VII. EXECUTIVE SESSION – Personnel and Pending Litigation, Lease of Village Property, Collective Bargaining – The Mayor and Board of Trustees did not go into executive session.

VIII. ADJOURNMENT

There being no further discussion, the Village Board of Trustees Committee of the Whole meeting adjourned at 8:55 p.m.

Respectfully submitted,

Lori K. Romine, RMC/CMC
Village Clerk